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FEB 25 2008

RAVALLI COUNTY ANIMAL PROTECTION AND CONTROL BOARD

2/04/08

Ravalli County Commissioners

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Present – Nathan, Don, Judy, Mac, Barb, Scott, Vicki, Brenda, Monica, Peg and Susan

Excused – Linda and Ethyl

Treasurers Report - \$13, 098.33, Approximately \$125 was spent to the Ravalli Republic for a (9) week ad

Licensed dogs – Of the 14,000 dogs in the County, only 650 licensed to date. Vicki / Shelter has more that are licensed, we need to get that number from her. Due to the updates in software, Vicki cannot just transfer the Shelter numbers to the county. Vicki will try and put the list together.

Vicki wonders if it is time to send out a renewal notice for expired 1 year licenses? No decision was made

A funding committee was discussed. Is it time to put a letter together for the local businesses and affluent valley residents for 2 funds – 1) licensing and 2) Donations? The letter will have to go through RC&D as “Pet Protection Project” and on their letterhead. This was put on hold until we get the “Mission Statement, Fact Sheet which includes Budget, RC&D request letter” finalized. The grant committee – Peg, Mac, Linda, Nathan and Susan - will meet on Friday, Feb 8 to finalize. Nathan would like to go to 10 major corporations for funding

RC&D wants each board member to report to them every month on a 2008 form the amount of time spent on this “Mission”. The Monthly meetings will be on a separate form. Our individual forms need to include travel time, mileage, phone call time and other miscellaneous costs. We all need to go back and track time from August, 2007 through December, 2007 for RC&D for grant purposes. Since RC&D only came on board in August, 2007 that is why we cannot go back any further. RC&D is very supportive of our project. They have given us a contact in their office, Annie, to help us.

Peg distributed a rough draft of the Annual Report. She wants to set up a meeting with the Commissioners for sometime in February to present. Nathan motioned, Susan seconded.

Peg mentioned that we need to start to work on our new (2) year Plan – June, 2008 – June, 2010.

Vicki says we need to find a way to access “Pet Point” at the County on weekends. If a dog is lost on Friday pm, dog will be kept at the shelter until Monday, until the shelter can access the County records. What do we do? The program is working. A dog was lost in California while the owner was traveling. Due to the County license, the dog was able to be returned to its owner.

Vicki wants to ask for (2) Control Officers. She doesn't feel we should be funding the Officers because it should be at the Commissioner level. She wants to put together a

proposal for the Commissioners expressing our need NOW for the Officers, especially while the horse being hit on the highway incident is still "HOT".

Scott explained that the Sherriff's department is all for our board and that our goals will not be resolved this budget year.

It was discussed that we need to get the updated "dispatched" animal calls. Try to figure the man hours and costs to show Commissioners that an Animal Control Officer would be more cost efficient than a Sherriff's officer. Scott will try to get the 2006 & 2007 calls to 911 and dispatch of animal related calls including man hour average, response time, travel time, etc.

Brenda mentioned the "Safe Kids, Safe Communities Coalition Safety Fair", May, 2008 at Kmart or the Fairgrounds and that we should probably get a booth. This will be focusing on kids 3 to 12 years of age. She will keep us posted.

Letterhead - We need to list all Board Members with their area of expertise. The letterhead will include pet Protection Project, Animal Care and Control Board and our Mission Statement.

Peg wants to spend some of our county funds for letterhead, advertising and general administrative expenses. We need to ask the Commissioners first. Only Peg, Barb or Susan can sign the checks.

Animal Control Officer Job Description – Per Judy, we need to turn the job description into Human Resources to get a "Grade" for salary requirements, which we have as \$26,000 plus benefits of 25%, so roughly \$32,500 annual salary.

Next Meeting Monday, Feb. 25, 5:00 pm. Agenda – 2 year plan, Grants. New Business – spring Fair

Susan, motion to close. Barb – seconded.